

APP. DATE: _____

PERMIT #: _____



CITY OF ASHEVILLE HOME OCCUPATION USE PERMIT APPLICATION

Development Services Center
161 S. Charlotte St., Rm A101
P.O. Box 7148
Asheville, NC 28802
(828) 259-5846
www.Ashevillenc.gov

Completed application, site plan, drawings, and supplemental information are required at the time of submittal.

SITE LOCATION & DESCRIPTION

Site Address: _____ PIN #: _____

APPLICANT & OWNERSHIP INFORMATION

Applicant Name(s): _____ Email: _____

Mailing Address/State/Zip: _____

Phone: _____ Cell Phone: _____ FAX: _____

If the applicant is not the property owner, permission from the owner must be provided below

Property Owner Name: _____ Phone: _____

Mailing Address/State/Zip: _____

Property Owner Signature: _____ Date: _____

BUSINESS INFORMATION

Business Name: _____ Privilege License # (required): _____

Will customers visit this location? Yes ☐ No ☐ If Yes, how many per day? _____

Will you have groups or classes? Yes ☐ No ☐ Do you wish to post a sign? Yes ☐ No ☐

Will a vehicle be used in this business? Yes ☐ No ☐ Location of onsite vehicle parking: _____

Type of business proposed (describe in detail): _____

On a separate sheet of paper, provide the following information:

- Hours and days of operation.
- Names, addresses, and relationship to principal resident of all individuals engaged in the business.
- List any mechanical or electrical equipment necessary for the home occupation, including proposed location.
- Any remodeling or structural additions to dwelling or accessory structure proposed in conjunction with home occ.
- Are there other home occupations at this address? If yes, provide the associated Permit numbers.
- Site Plan of the property drawn to legible scale showing location of all structures and location of all required parking spaces. *(NOTE: Vehicles used in connection with the business must be parked in an enclosed garage; one additional off-street parking space must be provided over and above the mandatory residential parking requirement.)*
- Floor Plan of the interior of the dwelling drawn to legible scale showing location, room dimensions, and square footage of proposed business use area. *(NOTE: No more than 25% of the gross floor area of the dwelling may be used for the home occupation; additional requirements apply to accessory structures and artist's studios.)*

Approval of a Home Occupation is valid for the use as submitted. Any changes to the use or structure will invalidate this approval.

I hereby certify that my business will continually conform to the standards of the City of Asheville Unified Development Code (UDO), Sections 7-16-1(a)(1) and 7-16-1(c)(39), and to any conditions of approval attached to the Home Occupation Permit. I understand this permit may be revoked at any time pursuant to any violation of the UDO. I also understand that a Code Enforcement Officer may, with reasonable notice and during regular business hours, inspect my home occupation site to ensure compliance.

By signing this permit application, I hereby affirm that I have read and understand City of Asheville Unified Development Code, Sections 7-16-1(a)(1) and 7-16-1(c)(39) and further affirm that the information provided in this application is correct and complete.

Signature: _____ Date: _____

FOR OFFICIAL USE ONLY

Date App Received:		Application Completed:		Receipt #:	
Zoning District:		Overlay District:		Flood Plain: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Zoning Fee: \$		Surcharge/Other Fees: \$			
<input type="checkbox"/> Approved		<input type="checkbox"/> Approved with Conditions		<input type="checkbox"/> Denied (Reasons):	

ARTICLE XVI. USES BY RIGHT, SUBJECT TO SPECIAL REQUIREMENTS AND CONDITIONAL USES

Sec. 7-16-1. Uses by right, subject to special requirements.

(a) *Purpose.* Uses by right, subject to special requirements are uses permitted by right, provided that the specific standards set forth in this section are met. The specified standards are intended to insure these uses fit the intent of the districts within which they are permitted, and that these uses are compatible with other development permitted within the districts. All uses by right, subject to special requirements shall comply with the following:

- (1) Properties and structures containing uses by right, subject to special requirements shall be conforming to all applicable development standards; nonconforming lots or structures shall not be used for uses by right, subject to special requirements; provided, however, that wireless telecommunication facilities may be co-located on existing nonconforming structures if doing so would reduce visual impacts, or would be a preferable aesthetic alternative to location of a new telecommunication tower.

Sec. 7-16-1(c). Uses by right, subject to special requirements.

(39) *Home occupation.*

- a. Use districts; all residential districts.
- b. No display of goods, products, services, or other advertising shall be visible from outside of the dwelling, except that home occupations shall be allowed one attached sign which shall not exceed one square foot per face, with no more than two faces per sign, and such sign shall not be illuminated.
- c. Home occupations shall be principally conducted by residents of the dwelling. However, a maximum of one full-time equivalent non-resident of the dwelling may be employed as part of the home occupation.
- d. On-premises retail sales shall not be a component of the home occupation.
- e. A maximum of 25 percent of the gross floor area of the dwelling unit may be used for the home occupation. If the home occupation is housed in an accessory structure, the square footage of the accessory structure shall not exceed 25 percent of the square footage of the principal structure (home). Provided, however, that artist's studios and workshops that are separate structures shall adhere to the following size standards:
 - Lot size less than 1 acre--structure maximum footprint 770 sq. ft.
 - Lot size 1 to 3 acres--structure maximum footprint 1,200 sq. ft.
 - Lot size more than 3 acres--no limit on structure size
 - Maximum height--20 feet
- f. Only one vehicle principally used in connection with the home occupation shall be parked or stored on premises; provided, however, that the vehicle shall be parked in an enclosed garage.
- g. No equipment or process shall be used in connection with the home occupation that creates noise, vibrations, glare, fumes, odors, or electrical interference off-premises.
- h. In addition to required parking as stipulated in section 7-11-1, one additional off-street parking space shall be provided for use in conjunction with the home occupation.
- i. The home occupation shall not materially increase the traffic that is found in its vicinity when the use is not in operation. Pursuant to this, a maximum of six individuals per day may visit the home occupation.
- j. Artist's studios and workshops developed as home occupations and located in an accessory structure shall meet the following setbacks:
 - Front--setback for residential structures in the zoning district
 - Side and rear setback
 - Structure footprint less than 770 sq. ft.--12 ft. setback
 - Structure footprint 770 sq. ft. to 1200 sq. ft.--20 ft. setback
 - Structure footprint more than 1200 sq. ft.--25 ft. setback